Amendatory Ordinance 5-1224

To the Honorable Iowa County Board of Supervisors:

Whereas, the Iowa County Planning & Development Committee undertook reviewing the Iowa County Zoning Ordinance as an effort to maintain its relevancy to current development trends and goals:

Whereas, the review process began in June of 2022, resulted in nearly monthly public meetings as well as public hearings on February 1, 2024, June 27, 2024 and December 5, 2024.

Whereas, all 14 towns subject to the provisions of said ordinance were provided the opportunity to review and comment throughout the process.

Whereas, as an outcome to this process, several revisions to said ordinance are being proposed none of which had any town opposition.

Respectfully submitted by the Iowa County Planning & Zoning Committee.

Now Therefore Be It Resolved that the Iowa County Zoning Ordinance, Ordinance No. 400.01 be revised as shown on the attachment.

I, the undersigned Iowa County Clerk, hereby certify that the above Amendatory Ordinance was approved as recommended approved with denied as recommended denied or rereferred to the Iowa amendment County Planning & Zoning Committee by the Iowa County Board of Supervisors on December 17, 2024. The effective date of this ordinance shall be December 17, 2024. Kristy K. Spurley Iowa County Clerk

Date:



IOWA COUNTY OFFICE OF PLANNING & DEVELOPMENT

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Proposed Revisions to Ordinance 400.01 Iowa County Zoning Ordinance for December 17, 2024 Iowa County Board of Supervisors meeting

- I. Section 2.3 Zoning Permit
 - a. Extend the validity of an issued zoning permit from 12 months to 24 months with no extension opportunity.

All complete applications for a zoning permit shall be granted or denied in writing by the Office within thirty (30) days from receipt of the completed application. A complete application shall be considered one in which all required and requested information has been submitted to the Office. The permit shall expire within twelve twenty-four (2412) months after the date of issuance unless substantial work has commenced as determined by the Office. Substantial work shall consist, at a minimum, of a foundation, framing, roofing and at least 50% enclosure for buildings and at least 51% completion of any other structurethe project is complete enough for a Certificate of Compliance. There is no extension opportunity for an issued permit, but a new permit can be applied for to continue the development. Any permit issued in conflict with the provisions of this Ordinance shall be null and void.

b. Add requirement for a portable livestock shelter to have at least one open side.

3)4)The structure has at least one side that is open and not enclosed by a wall or door.

- c. Eliminate the current restrictions on the use of camping units for personal recreational use by landowners in the A-1, AR-1, C-1 and CR-1 districts. New standards are proposed in Section 2.6 (see II c below)
- b) In the A-1, AR-1, C-1 and CR-1 Districts, up to two camping units may be located on a vacant property or outside 300 feet of an existing principal structure from April 15th to December 15th of the same calendar year. Use beyond this time period will require permitting as residential structures, provided all other provisions of this ordinance are met. The intent is to allow the property owner or anyone with the owner's permission the occasional, temporary use of a camping unit on property not approved as a campground, provided:
 - 1) The unit(s) is not located within a delineated floodplain or wetland
 - 2) The unit(s) does not have any attached structure, such as a deck, patio, doorway, shed or other such appurtenance.
 - 3) The unit(s) is not connected to any water source.
 - 4) The unit(s) is not dismantled or wheels removed in any way as to make it unable to be removed from the property when necessary.
 - 5)1)The storage of camping units is allowed within 300 feet of or inside an existing principal building, provided none are being occupied or otherwise used and all are owned by the owner of the property on which being stored.

II. Section 2.6 Use Restrictions

a. Provide the allowance for chickens in several districts as an allowed use.

Up to twenty-five (25) hen chickens are allowed in all zoning districts. A rooster, roosters or additional hens shall require a Conditional Use Permit following the standards in Section 4.0 of this Ordinance. These provisions do not apply to lots of 40 or more acres zoned A-1 Agricultural where there are no limits

b. Provide the allowance for a convenience bathroom in accessory structures.

A nonresidential, accessory structure may be allowed a convenience bathroom provided the following:

- a) The structure is served by an adequately sized private onsite wastewater treatment system.
- b) Any required sanitary permit shall be obtained.
- a)c)The landowner shall sign an affidavit acknowledging the structure cannot be used as a residence without zoning approval. The landowner shall duly record the affidavit with the Register of Deeds Office.

c. Establish new standards for use of camping units outside an approved campground.

Use requirement for camping units, as defined in this Ordinance:

- a) A camping unit shall only be used for recreational purposes and not to be occupied as one's place of residence.
- b) Renting a camping unit for use onsite is prohibited unless permitted in the zoning district in which it is located.
- c) No discharge of a gray or black water tank shall occur onto the ground surface or subsurface or into a water body or stream.
- d) Wheeled camping units shall not have their wheels removed and shall remain in a readystate to be moved.
- e) A camping unit used for any purpose other than as originally designed shall be subject to the provisions of this ordinance.
- f) A camping unit shall remain unencumbered by any addition, such as an attached deck, staircase, porch, etc.

III. Section 2.8 Violations

a. Eliminate outdated language and update to reference 2011 ordinance.

If, after a reasonable amount of time, compliance has not been achieved, the Office shall issue a citation for each violation of this Ordinance as authorized by Ordinance No. 2-695-1995. In the case of violations that constitute an emergency as a result of safety or public concerns or violations that will create increased problems or costs if not remedied immediately, the Office may use any enforcement authority available to compel compliance.pursue the violation as provided in the Iowa County Uniform Citation Ordinance adopted per Resolution 4-1011.

IV. Section 3.2 Agricultural Districts

- a. Principal permitted use: Remove the restriction that roadside stands can only sell products produced on that property.
- 5. Roadside stands provided the following:
 - a) There is no permanent structure.
 - b) The only structure consists of a table or similar non-enclosed stand with a maximum display dimension of 100 square feet.
 - c) The stand shall be situated not less than thirty (30) feet from the public road right-of-way.
 - d) Only produce and farm products can be displayed that are produced on the premises.
 - e)d)There is adequate off-street parking provided so as there is no parking within the right-of-way of the public road.
 - b. Permitted Principal Use: Revise and simplify the standards for a single burial site outside an approved cemetery.
- 7. A single site burial is permitted provided a permit is issued by the Iowa County Office of Planning & Development that assures the following standards are met:
 - a) The site is intended for the landowner or their family member or loved one versus being offered to the general public.
 - b) An affidavit or similar document is recorded with the Iowa County Register of Deeds to identify the site.
 - c) There must be some form of permanent marker at the site.
 - a)d)There is no other known burial site on the same property as described by deed description.

- c. Conditional Use: Remove the language referring to a single burial site as it is addressed under Principal Permitted Use (see b above)
- b) An affidavit or similar document recorded with the Iowa County Register of Deeds to inform of a granted conditional use permit for a single burial site cometery shall be a required condition to any approved conditional use permit.
 - d. Revise the minimum yard setback to include the opportunity to be up to 10 feet to a lot line with affected neighbor agreement in the A-1 district.

A-1 EXCLUSIVE AGRICULTURAL DISTRICT LOT DIMENSIONS AND BUILDING SETBACKS	
Lot Width	Minimum 50 feet
Lot Area	Minimum 40 acres
Building Height For Residence	50 Feet Maximum
Building Height For Nonresidential Structures	No Maximum
Yards, all structures	Minimum 20 feet or structure height,
	whichever is greater *
	*May reduce up to 10 feet from a lot line with
	a documented agreement of the affected
	neighbor or neighbors that is recorded with
. =	the Iowa County Register of Deeds

V. Section 3.3 Open Space/Recreational Districts

a. Revise the minimum yard setback to include the opportunity to be up to 10 feet to a lot line with affected neighbor agreement in the CR-1 district.

CR-1 CONSERVANCY RECREATIONAL DISTRICT LOT DIMENSIONS AND BUILDING SETBACKS			
Lot Width		Minimum 100 feet	

Lot Area	Minimum 20 acres
V 12 "	No Maximum
Yard Setback, all structures	Minimum 20 feet or structure height,
	whichever is greater*
	*May reduce up to 10 feet from a lot line with
	a documented agreement of the affected
	neighbor or neighbors that is recorded with
	the Iowa County Register of Deeds
2	
Principal Structure Height	Minimum 20 feet
	Maximum 50 feet

- b. Provide for a single burial site to be a Principal Permitted Use in the H-1 Historical Preservation District.
- 2. A single site burial is permitted provided a permit is issued by the lowa County Office of Planning & Development that assures the following standards are met:
 - a) The site is intended for the landowner or their family member or loved one versus being offered to the general public.
 - b) An affidavit or similar document is recorded with the Iowa County Register of Deeds to identify the site.
 - c) There must be some form of permanent marker at the site.
 - a)d)There is no other known burial site on the same property as described by deed description.
 - c. Remove a single burial site as a Conditional Use in the H-1 Historical Preservation District as it is now a Permitted Principal Use.
- 3. Cemeteries, including mausoleums and crematories, may be requested provided:
 - b) A cemetery that contains or proposes to contain more than one burial site must be platted in compliance with Chapter 157 WI Statutes, or as subsequently renumbered.
 - c) An affidavit or similar document recorded with the Iowa County Register of Deeds to inform of a granted conditional use permit for a single burial site cemetery shall be a required condition to any approved conditional use permit.
 - (h)c)Any new mausoleum or crematory shall be conditioned with a minimum setback distance to all property lines and existing legal land uses that is reasonable to minimize potential conflict.
 - e)d)Adequate organizational structure and funding for care shall be maintained, absent a written agreement of the Town or Towns in which the cemetery is located, to provide for perpetual care.

VI. Section 3.4 Residential Districts

- a. Provide for a single burial site as a Principal Permitted Use in the AR-1 Agricultural Residential District.
- 4. A single site burial is permitted provided a permit is issued by the lowa County Office of Planning & Development that assures the following standards are met:
 - a) The site is intended for the landowner or their family member or loved one versus being offered to the general public.
 - b) An affidavit or similar document is recorded with the lowa County Register of Deeds to identify the site.
 - c) There must be some form of permanent marker at the site.
 - a)d)There is no other known burial site on the same property as described by deed description.
 - b. Provide for roadside stands in the AR-1 Agricultural Residential District.
- 4. Roadside stands provided the following:
 - a) There is no permanent structure.
 - b) The only structure consists of a table or similar non-enclosed stand with a maximum display dimension of 100 square feet.
 - c) The stand shall be situated not less than thirty (30) feet from the public road right-of-way.
 - d) There is adequate off-street parking provided so as there is no parking within the right-of-way of the public road.

- c. Remove single burial sites as a Conditional Use in the AR-1 Agricultural Residential District as it is now a Permitted Principal use.
- b) An affidavit or similar document recorded with the Iowa County Register of Deeds to inform of a granted conditional use permit for a single burial site cemetery shall be a required condition to any approved conditional use permit.
 - d. Add as a potential Conditional Use in the AR-1 Agricultural Residential District:
- 8. Retirement Housing Service
- 7.9. Roadside stand for the sale of farm products that does not comply with number four under Permitted Principal Uses above if consistent with Ch. 91.01(1) WI Stats.
 - e. Revise the minimum yard setback to include the opportunity to be up to 10 feet to a lot line with affected neighbor agreement in the AR-1 Agricultural Residential District.

AR-1 AGRICULTURAL RESIDENTIAL DISTRICT LOT DIMENSIONS AND BUILDING SETBACKS	
Lot Width	Minimum 100 feet
Lot Area	Minimum 1 acre
	Maximum 39.99 acres
Building Height For Residence	50 feet Maximum
Building Height For Accessory Structures	30 feet
Yards, all structures	Minimum 20 feet or structure height,
	whichever is greater*
	*May reduce up to 10 feet from a lot line
	with a documented agreement of the
	affected neighbor or neighbors that is
	recorded with the Iowa County Register of
	Deeds

- f. Provide for roadside stands as a Conditional Use in the R-1 Single Family Residential District.
- 12. Roadside stand for the sale of farm products that does not comply with number five under Permitted Principal Uses above if consistent with Ch. 91.01(1) WI Stats.
- VII. Section 3.5 Business Districts
 - a. Provide for a single burial site as a Principal Permitted Use in the RB-1 Recreational Business District.

Principal Uses:

- 1 4-Agricultural cropping
- A single site burial is permitted provided a permit is issued by the lowa County Office of Planning & Development that assures the following standards are met:
 - a) The site is intended for the landowner or their family member or loved one versus being offered to the general public.
 - b) An affidavit or similar document is recorded with the Iowa County Register of Deeds to identify the site.
 - c) There must be some form of permanent marker at the site.
 - d) There is no other known burial site on the same property as described by deed description.
 - b. Remove single burial sites as a Conditional Use in the RB-1 Recreational Business District as it is now a Permitted Principal use.
- b) An affidavit or similar document recorded with the Iowa County Register of Deeds to inform of a granted conditional use permit for a single burial site cemetery shall be a required condition to any approved conditional use permit.
 - c. Revise the minimum yard setback to include the opportunity to be up to 10 feet to a lot line with affected neighbor agreement in the RB-1 Recreational Business District.

RB-1 RECREATIONAL BUSINESS DISTRICT LOT DIMENSIONS AND BUILDING SETBACKS	
Lot Frontage and Width	Minimum 200 feet
Lot Area	Minimum 5 acres
Principal Structure Height	Maximum 50 feet
Yards, all structures	Minimum 20 feet or height or structure,
	whichever is greater*
	*May reduce up to 10 feet from a lot line with a documented agreement of the affected neighbor or neighbors that is recorded with the lowa County Register of Deeds

d. Provide for a single burial site as a Principal Permitted Use in the AB-1 Agricultural Business District.

Permitted Principal Uses:

- Agricultural cropping
- A single site burial is permitted provided a permit is issued by the lowa County Office of Planning & Development that assures the following standards are met:
 - a) The site is intended for the landowner or their family member or loved one versus being offered to the general public.
 - b) An affidavit or similar document is recorded with the lowa County Register of Deeds to identify the site.
 - c) There must be some form of permanent marker at the site.
 - d) There is no other known burial site on the same property as described by deed description.

- e. Remove single burial sites as a Conditional Use in the AB-1 Agricultural Business District as it is now a Permitted Principal use.
- b) An affidavit or similar document recorded with the Iowa County Register of Deeds to inform of a granted conditional use permit for a single burial site cemetery shall be a required condition to any approved conditional use permit.
 - f. Revise the minimum yard setback to include the opportunity to be up to 10 feet to a lot line with affected neighbor agreement in the AB-1 Agricultural Business District.

AB-1 AGRICULTURAL BUSINESS DISTRICT LOT DIMENSIONS AND BUILDING SETBACKS	
Lot Frontage and Width	Minimum 200 feet
Lot Area	Minimum 1 acre
Principal Structure Height	Maximum 50 feet
Yards, all structures	Minimum 20 feet or structure height,
	whichever is greater *
	*May reduce up to 10 feet from a lot line
	with a documented agreement of the
	affected neighbor or neighbors that is
	recorded with the Iowa County Register of
	<u>Deeds</u>

- g. Add the following as Permitted Principal Uses in the B-1 Local Business District:
- 58. Retirement Housing

Service

59. Hospital

60. Skilled-Nursing

Service

h. Revise the minimum yard setback to include the opportunity to be up to 10 feet to a lot line with affected neighbor agreement in the B-1 Local Business District.

B-1 LOCAL BUSINESS DISTRICT LOT DIMENSIONS AND BUILDING SETBACKS		
Lot Frontage and Width	Minimum 60 feet	
Lot Area	Minimum 20,000 sq. ft.	
Principal Structure Height	Maximum 50 feet	
Yards, all structures	Minimum 20 feet or structure height,	
	whichever is greater*	
	*May reduce up to 10 feet from a lot line	
	with a documented agreement of the	
	affected neighbor or neighbors that is	
	recorded with the Iowa County Register of	
	<u>Deeds</u>	

i. Provide for a single burial site as a Principal Permitted Use in the B-2 Highway Business District.

Permitted Principal Uses:

- 1. -Agricultural cropping
- 2. A single site burial is permitted provided a permit is issued by the Iowa County Office of Planning & Development that assures the following standards are met:
 - e) The site is intended for the landowner or their family member or loved one versus being offered to the general public.
 - f) An affidavit or similar document is recorded with the Iowa County Register of Deeds to identify the site.
 - g) There must be some form of permanent marker at the site.
 - h) There is no other known burial site on the same property as described by deed description.
 - j. Remove single burial sites as a Conditional Use in the B-2 Highway Business District as it is now a Permitted Principal use.
- b) An affidavit or similar document recorded with the Iowa County Register of Deeds to inform of a granted conditional use permit for a single burial site cemetery shall be a required condition to any approved conditional use permit.
 - k. Add the following as Conditional Use options in the B-2 Highway Business District:
- Retirement Housing Service
- 16. Hospital
- 17. Skilled-Nursing Service
- 18. Church or similar place of worship

 Revise the minimum yard setback to include the opportunity to be up to 10 feet to a lot line with affected neighbor agreement in the B-2 Highway Business District.

B-2 HIGHWAY BUSINESS DISTRICT LOT DIMENSIONS AND BUILDING SETBACKS	
Lot Frontage and Width	Minimum 200 feet
Lot Area	Minimum 1 acre
Principal Structure Height	Maximum 50 feet
Yards, all structures	Minimum 20 feet or structure height, whichever is greater*
	*May reduce up to 10 feet from a lot line with a documented agreement of the affected neighbor or neighbors that is recorded with the lowa County Register of Deeds

m. Revise the minimum yard setback to include the opportunity to be up to 10 feet to a lot line with affected neighbor agreement in the B-3 Heavy Business District.

B-3 HEAVY BUSINESS DISTRICT LOT DIMENSIONS AND BUILDING SETBACKS	
Lot Frontage and Width	Minimum 200 feet
Lot Area	Minimum 1 acre
Principal Structure Height	Maximum 50 feet
Yards, all structures	Minimum 20 feet or structure height,
	whichever is greater*
	*May reduce up to 10 feet from a lot line with a documented agreement of the affected neighbor or neighbors that is recorded with the lowa County Register of Deeds

n. Revise the minimum yard setback to include the opportunity to be up to 10 feet to a lot line with affected neighbor agreement in the B-4 Industrial Business District.

B-4 INDUSTRIAL BUSINESS DISTRICT LOT DIMENSIONS AND BUILDING SETBACKS	
Minimum 200 feet	
Minimum 5 acres	
Maximum 50 feet	
Minimum 20 feet or structure height,	
whichever is greater*	
*May reduce up to 10 feet from a lot line with a documented agreement of the affected neighbor or neighbors that is recorded with the lowa County Register of Deeds	

 Revise the minimum yard setback to include the opportunity to be up to 10 feet to a lot line with affected neighbor agreement in the B-5 Adult Entertainment Business District.

B-5 ADULT ENTERTAINMENT BUSINESS DISTRICT LOT DIMENSIONS AND BUILDING SETBACKS	
Lot Frontage and Width	Minimum 200 feet
Lot Area	Minimum 5 acres
Principal Structure Height	Maximum 35 feet
Yards, all structures	Minimum 20 feet or structure height,
	whichever is greater*
	*May reduce up to 10 feet from a lot line
	with a documented agreement of the
	affected neighbor or neighbors that is
	recorded with the Iowa County Register of
	<u>Deeds</u>

VIII. Section 3.6 RH-1 Rural Hamlet District

- a. Provide for a single burial site as a Principal Permitted Use in the RH-1 Rural Hamlet District.
- 16. A single site burial is permitted provided a permit is issued by the lowa County Office of Planning & Development that assures the following standards are met:
 - a) The site is intended for the landowner or their family member or loved one versus being offered to the general public.
 - b) An affidavit or similar document is recorded with the Iowa County Register of Deeds to identify the site.
 - c) There must be some form of permanent marker at the site.
 - d) There is no other known burial site on the same property as described by deed description.

- b. Remove single burial sites as a Conditional Use in the RH-1 Rural Hamlet District as it is now a Permitted Principal use.
- b) An affidavit or similar document recorded with the Iowa County Register of Deeds to inform of a granted conditional use permit for a single burial site cemetery shall be a required condition to any approved conditional use permit.
- IX. Section 3.7 Governmental Use District

Create the following new zoning district:

3.7 G-1 Governmental Use District

The intent of this district is to apply to publicly owned land to be used for public, governmental purposes.

Permitted Principal Uses:

1. Parks, playgrounds and open spaces available to the public

Conditional Uses:

- 1. Meeting hall
- 2. Public offices
- 3. Information centers
- 4. Community centers
- 5. Public libraries
- 6. Public garages and storage facilities
- 7. Public emergency services facilities and shelters
- 8. Public museums
- 9. Other government facilities

G-1 GOVERNMENTAL DISTRICT LOT DIMENSIONS AND BUILDING SETBACKS		
Lot Width	Minimum 50 feet	
Lot Area	Minimum 1 acre if to be structures	
	No minimum if vacant of structures	
	No Maximum	
Structure Height	Maximum 50 feet	
Yards, all structures	20 feet	

X. Section 4.5 Nonmetallic Mining Sites – one acre or greater

Remove the requirement that a Conditional Use Permit for nonmetallic mining must be renewed every 5 years.

4) TIME OF OPERATION. Unless otherwise specified in this ordinance, the permit shall be in effect for not more than 5 years, and may be renewed by application to the County. All permitted operations may be inspected at least once every year by the Office and may be inspected at the time a request for renewal is submitted for the purpose of determining if all conditions of the operations are being complied with. Renewed permits shall be modified to be in compliance with all state, county, and local law in effect at the time of renewal. Permits may be amended on application to the Committee to allow extensions or alterations in operations under new ownerships or managements.

XI. Section 10.0 Board of Adjustment

a. Establish a 30-day period to appeal a decision of the Board under Section 1.3 Rules.

<u>Decisions of the Board of Adjustment may be appealed within 30 days after the filing of the decision in the office following the provisions set forth in Ch. 59.694(10) WI Stats.</u>

b. Establish a 60-day period to appeal the decision of the Office of Planning and Development to the Board of Adjustment.

Appeals to the Board of Adjustment may be taken by any person aggrieved or by an officer, department, board or bureau of lowa County affected by any decision of the Office within 60 days of said decision having been made. Such appeal shall be taken within a reasonable time, as provided by the rules of the Board of Adjustment, by filing with the Office and the Board of Adjustment a notice of appeal specifying the ground thereof. The Office shall forthwith transmit to the Board of Adjustment all the papers constituting the record upon which the action appealed from was taken.

XII. Section 11 Changes and Amendments

a. Remove the protest petition language due to the authority supporting it being removed from Wisconsin Statutes in 2022.

In case a protest against a proposed amendment be filed with the County Clerk at least 24 hours prior to the date of the meeting of the County Board at which the report of the Committee is to be considered, duly signed and acknowledged by the owners of at least 20% or more of the area proposed to be altered, or by the owners of at least 20% of the frontage directly opposite and across a public street, highway or alley, from the area proposed to be altered, action on such ordinance may be deferred until the Committee shall have had a reasonable opportunity to ascertain and report to the County Board as to authenticity of such ownership statements. Each signer shall state the amount of area of frontage owned by him and shall include a description of the lands owned by him. If such statements are found to be true, such ordinance shall not be adopted except by the affirmative vote of three-fourths of the members of the County Board present and voting. If such statements are found to be untrue to the extent that the required frontage or area ownership is not present such protest may be disregarded.

b. Revise considerations for zoning change petitions.

In acting upon With any a petition, the County shall consider the stated purpose of the proposed zoning district and shall approve the rezoning petition only if it finds that following may be considerations for the basis of a decision or action:

- 1. Whether the The petition is consistent with the Iowa County Comprehensive Plan and the comprehensive plan of any Town affected by said petition.
- Whether aAdequate public facilities and services (including sewage and waste disposal, water, gas, electricity, schools, police and fire protection, and roads and transportation, as applicable) will be available as required by the petition while maintaining adequate levels of service to existing development.
- 3. Provisions of public facilities to accommodate the petition will not place an unreasonable burden on the ability of affected local units of government to provide the.
- 4.3. Whether tThe petition will not result in significant adverse impacts upon surrounding properties or the natural environment, including air, water, noise, stormwater management, soils, wildlife and vegetation.
- 5.4. Whether tale land associated with the petition is suitable for the proposed development and said development will not cause unreasonable soil erosion or have an unreasonable adverse effect on rare or irreplaceable natural areas.
- 6.5. The petition will not be used to legitimize a nonconforming use or structure. Whether the petition is to resolve a violation.
- 7.6. Whether the petition is the minimum action necessary to accomplish the intent of the petition, and an administrative adjustment, variance, or Conditional Use Permit could not be used to achieve the same result.
- 8. The petition will not result in illegal "spot zoning" (i.e. use is inconsistent with surrounding properties and serves only a private, rather than public interest).
 - c. Provide for electronic notification to Town Clerks relating to zoning petitions as an alternative to certified mailing and replace "registered mail" with "certified mail".

The County Clerk or his or her designee may submit to a town clerk by electronic mail the materials described above provided a request is made that the town clerk promptly confirm receipt of the materials by return electronic mail. If such confirmation is not received within 2 business days, the County Clerk or his or her designee shall submit the materials to the town clerk by certified mail.

XIII. Section 13 Definitions

Add or revise the following:

Addition

Where related to a proposed enlargement to an existing structure or building, an addition shall be any construction that increases the size of a building or structure in terms of site coverage, height, width, or gross floor area. For the purposes of this definition, an addition must be connected by a common wall or aboveground enclosed breezeway, with the connection being at least five (5) feet in width. An enclosed breezeway must have a solid roof, floor, and walls; however, openings are allowed for windows, doors, skylights and similar features.

Camping Unit

For the purposes of this Ordinance, a camping unit shall be considered a tent, pop-up camper, travel trailer or recreational vehicle, not including park models. Any portable device, no more than 400 square feet in area, used as a temporary shelter, including but not limited to a camping trailer, motor home, bus, van, pick-up truck, or tent.

Cemetery

One Two or more burial sites or lots used or intended to be used for the disposal of human remains.

Duplex and Two-Family Residence

A building with 2 dwelling units with a separate entrance for each. A building or structure with two (2) dwelling units separated by a solid wall or floor without a door, window or other means to pass through, each with separate entrances.

Dwelling Unit

One or more rooms designed for living and sleeping purposes and may include such common residential accommodations such as furniture, appliances, a stove or other heat source, cabinetry, kitchenette, cots or beds. One or more rooms designed or having the capacity for living and overnight stays for one family, regardless of the intended or actual period of time of occupancy, wherein there are permanent or semi-permanent accommodations that may include a stove or other heat source, cabinetry, kitchen, cots or beds, furniture, or the customary conveniences associated with a residence, house or home.

Hospital

A facility that provides 24-hour continuous inpatient medical and nursing service to patients. This includes any "hospital" as defined by Ch. 50.33 WI Statutes. [Note: hospitals are approved by the

Wisconsin Department of Health Services pursuant to Wisconsin Administrative Code Chapter DHS 125.1

Multi-Family Residence

A building with more than 2 dwelling units to be used by more than two (2) families. A building or structure with more than two (2) dwelling units separated by a solid wall or floor without a door, window or other means to pass through. Units may share a common hallway or space that leads to a common outside entrance typical to most apartment complexes.

Recreational Residential Rental

The use of land or a building, whole or in part, for the temporary accommodation of visitors, but does not include the accommodation of visitors without receipt of payment or other consideration, where the accommodation is incidental to and normally associated with the permitted residential use of a dwelling unit. The following standards shall apply:

- a) The maximum occupancy shall not exceed the design capacity of the private onsite wastewater treatment system based on two persons per bedroom used in sizing.
- b) All required State permits or approvals must be obtained and maintained.
- c) The affected town must approve the proposed or existing driveway as meeting its standards for accessibility by fire and emergency services.
- d) The residence at issue must be occupied at least 6 months of the year as the occupant's permanent residence, whether as the owner or by lease.

Retirement Housing Service

Housing intended and operated for persons 55 years of age or older, consistent with 24 C.F.R. Ch. 100.304-100.307 WI Statutes.

Skilled-Nursing Service

An establishment primarily engaged in providing inpatient nursing and rehabilitative services, with a permanent core staff of registered or licensed practical nurses who provide nursing and continuous personal care services. Examples include convalescent homes, nursing homes, assisted living facilities or the elderly with nursing care, rest homes with nursing care, and inpatient care hospices.

Tourist Cottage

A building of no more than two dwelling units used for the temporary accommodation of visitors that includes receipt of payment or other consideration. The following standards shall apply:

- a) The maximum occupancy shall not exceed the design capacity of the private onsite wastewater treatment system based on two persons per bedroom used in sizing.
- b) All required State permits or approvals must be obtained and maintained.
- c) The affected town must approve the proposed or existing driveway as meeting its standards for accessibility by fire and emergency services.
- a)d)When no longer used for short-term rental as a Tourist Cottage, any change in use of the structure or structures, even if to be residential, shall require compliance with the current zoning regulations.